## **DEBT SERVICE**

## 7701: DEBT & INTEREST

	FY 04	FY 05	FY 05	FY 06	FY 07	Change	Percent
	Actual	Actual	Actual	Budget	Recommended	FY 06 - 07	Change
Principal	1,279,867	1,464,624	1,441,084	1,358,058	1,255,112	(102,946)	-7.6%
Interest	642,763	499,291	494,396	478,801	462,866	(15,935)	-3.3%
Deferred Payments	56,514	56,514	56,514	56,514	56,514	0	0.0%
TOTAL APPROPRIATION	1,979,143	2,020,429	1,991,993	1,893,373	1,774,492	(118,881)	-6.3%
SOURCES OF FUNDS							
Taxation	1,979,143	2,020,429	1,991,993	1,847,041	1,729,493	(117,548)	-6.4%
CPAC Funds	0	0	0	46,332	44,999	(1,333)	-2.9%

MAJOR COMPONENTS:				
			Deferred	
	<u>Principal</u>	<u>Interest</u>	<u>Payments</u>	<u>TOTAL</u>
Town Hall Refunding	180,000	58,650		238,650
Agricultural Pres. Rest.	8,874	641		9,515
Police Facility	283,937	15,659		299,596
Jones Library	54,241	11,381		65,622
Bangs Community Center	48,370	2,637		51,007
* Regional High School Debt	233,690	148,526		382,217
Crocker Farm Renovation	200,000	81,750		281,750
Sidewalks	26,000	358		26,358
Sidewalks (2005)	70,000	18,338		88,338
Wildwood Roof	65,000	12,319		77,319
Street Lights	35,000	481		35,481
Crocker Farm Temporary Debt		58,743		58,743
Plum Brook Athletic Fields Temporary Debt	50,000	18,180		68,180
Regional High School Roof Temporary Debt	,	15,203		15,203
Interest on Temporary Debt		20,000		20,000
Deferred Teachers Payroll			<u>56,514</u>	<u>56,514</u>
TOTAL	<u>\$1,255,112</u>	<u>\$462,866</u>	<u>\$56,514</u>	<u>\$1,774,492</u>
* Debt funded through Proposition 2 ½ override	S			

**SIGNIFICANT BUDGET CHANGES:** 

The last principal and interest payments on landfill debt were paid off in FY 06 (\$108,028), funded in the General Fund. The Town renewed \$1,683,043 out of \$5.5 million in Bond Anticipation Notes (BANs) for constructing an addition to and renovating the Crocker Farm Elementary School. The Notes were dated July 8, 2005 and will mature on July 7, 2006. The Town received 75% of the Commonwealth's estimated share (\$3,821,957) of project costs before July 8, 2005. The Town expects to receive the remainder of the Commonwealth's share following completion of a project audit.

SERVICE LEVELS:	FY 01 <u>Actual</u>	FY 02 <u>Actual</u>	FY 03 <u>Actual</u>	FY 04 <u>Actual</u>	FY 05 <u>Actual</u>
Number of Issues	-	-	0	-	_
School Debt	5	5	6	5	5
Town Debt	5	5	6	8	9
Library Debt	1	1	1	1	1

## **OTHER EXPENDITURES**

**MISSION:** To provided funding and/or services for purposes which have not been recognized as being a routine part of Town operations and, therefore, have not been incorporated in the operating budget.

### **CONTINUING OBJECTIVES:**

To provide pass-through funding for programs.

## **LONG RANGE OBJECTIVES:**

### **FY 07 OBJECTIVES:**

To fund transportation subsidies for outreach routes via a direct appropriation rather than from the PVTA assessment.

SERVICE LEVELS:	FY 01 <u>Actual</u>	FY 02 <u>Actual</u>	FY 03 <u>Actual</u>	FY 04 <u>Actual</u>	FY 05 <u>Actual</u>
Amherst Cable Television	1	1	1	1	1
Reserve Fund Transfers	2	1	1	6	3

## **OTHER EXPENDITURES**

		FY 04	FY 05	FY 05	FY 06	FY 07	Change	Percent
	_	Actual	Budget	Actual	Budget	Recommended	FY 06 - 07	Change
Amherst Cable Television	\$	3,833	4,000	4,000	4,000	4,000	0	0.0%
Reserve Fund	\$	150,724	100,000	100,000	100,000	100,000	0	0.0%
TOTAL APPROPRIATION	\$_	154,557	104,000	104,000	104,000	104,000	0	0.0%
SOURCES OF FUNDS								
	\$	150,724	100,000	100,000	100,000	100,000	0	0.0%
Taxation	Ψ							

## MAJOR COMPONENTS:

See above.

## **SIGNIFICANT BUDGET CHANGES AND UNFUNDED NEEDS:**

None.

## **OTHER ASSESSMENTS**

**MISSION:** To pay for charges assessed by other governmental entities.

### **CONTINUING OBJECTIVES:**

To evaluate the efficiency and effectiveness of services provided to the Town by other agencies.

To participate in management of transportation services and retirement benefits through membership on the governing boards of the Pioneer Valley Transit Authority and the Hampshire Regional Retirement Board.

## **LONG RANGE OBJECTIVES:**

## **FY 07 OBJECTIVES:**

<u>ctual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
3	3	3	3	3
0	0	0	0	0
1	1	1	1	1
1	1	1	1	1
1	1	1	0	0
	3 0 1 1	3 3 0 0 1 1 1 1 1 1 1	3 3 3 0 0 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	3     3     3     3       0     0     0     0       1     1     1     1       1     1     1     1       1     1     1     0

## OTHER ASSESSMENTS

		FY 04	FY 05	FY 05	FY 06	FY 07	Change	Percent
		Actual	Budget	Actual	Budget	Recommended	FY 06 - 07	Change
	_							
State Assessments	\$	66,482	57,464	57,464	63,181	64,761	1,580	2.5%
County Assessments	\$	0	0	0	0	0	0	0.0%
Council of Governments	\$	0	0	0	0	0	0	0.0%
PVPC	\$	5,231	5,300	5,300	5,300	5,300	0	0.0%
PVTA	\$	772,290	820,000	846,183	681,240	698,271	17,031	2.5%
Retirement Assessment	\$_	2,080,289	2,192,879	2,192,879	2,492,946	2,835,526	342,580	13.7%
TOTAL APPROPRIATION	\$ _	2,924,292	3,075,643	3,101,826	3,242,667	3,603,858	361,191	11.1%
SOURCES OF FUNDS								
Taxation	\$	2,263,423	2,411,812	2,505,157	2,650,391	2,982,145	331,754	12.5%
UMass/Five Colleges	\$	660,869	663,831	596,669	592,276	621,713	29,437	5.0%

#### **MAJOR COMPONENTS:**

State Assessments include fees payable to the Registry of Motor Vehicles that the Town collected for the Registry and the assessment due as a member of the Air Pollution Control District. Another state assessment, retired teacher's health insurance, is included in the elementary school budget.

Pioneer Valley Planning Commission (PVPC) provides regional planning services in the Pioneer Valley. The amount budgeted is the assessment to the Town for membership.

The Retirement Assessment covers General Fund municipal and library employees as well as non-teaching school employees.

## **SIGNIFICANT BUDGET CHANGES:**

Hampshire County Retirement Assessment increases by 13.7%, or \$342,580, to total of \$2,835,526 for Town, Library, and non-teaching School employees. In addition, Enterprise Funds' share of this assessment is budgeted in their respective budgets. It includes an annual payment of \$234,924 to fund the liability created by the Early Retirement Incentive program adopted by the Town in 2003. The pension funding schedule is based upon a January 1, 2004 actuarial study. FY 07 represents the second year of a 3-year phased increase to the funding schedule due to rates of return below benchmarks. A new actuarial study as of January 1, 2006 will impact the Town's FY 08 pension appropriation. The PVTA assessment estimate represents a 2.5% increase above the estimated assessment in FY 06 for FY 05 service. The remaining \$102,500 of the estimated PVTA assessment is funded within the Transportation Fund.

## **SUMMARY**

**MISSION:** To manage a program of equipment and facility maintenance and improvement that ensures protection of the Town's capital assets and the continued delivery of quality services.

#### **CONTINUING OBJECTIVES:**

To provide comprehensive Town – wide capital planning.

To develop, manage and modify an ongoing five- year Capital Plan.

To maintain adequate maintenance and inventory records to facilitate capital planning.

To evaluate and manage an appropriate mix of funding sources for capital projects.

To develop and review policies related to funding, replacement, improvement and expansion of capital assets.

#### LONG RANGE OBJECTIVES:

To develop a comprehensive inventory of capital assets.

To implement an appropriate software program for management of asset maintenance and inventory control.

#### **FY 07 OBJECTIVES:**

To review and modify the existing five-year Capital Plan as necessary.

To review and evaluate the balance between capital and operating spending needs for FY 07.

To work with the Community Preservation Act Committee to coordinate capital recommendations for the Annual Town Meeting.

SERVICE LEVELS:	FY 01	FY 02	FY 03	FY 04	FY 05
	Actual	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Actual</u>
Number of Projects:					
Department Equipment Facilities	19	13	20	22	16
	19	21	10	20	18
Joint Capital Planning Committee Meetings	16	15	17	17	16

## **SUMMARY**

	FY 04	FY 05	FY 05	FY 06	FY 07	Change	Percent
	Actual	Budget	Actual	Budget	Recommended	FY 06 - 07	Change
Departmental Equipment	1,150,800	944,400	944,400	882,157	1,458,700	576,543	65.4%
Buildings	219,600	243,000	243,000	401,600	5,268,000	4,866,400	1211.8%
Facilities	490,000	1,030,000	1,030,000	713,500	586,000	(127,500)	-17.9%
TOTAL APPROPRIATION	1,860,400	2,217,400	2,217,400	1,997,257	7,312,700	5,315,443	266.1%
SOURCES OF FUNDS							
Grants	573,000	400,000	400,000	575,000	545,000	(30,000)	-5.2%
Borrowing Authorization	0	600,000	600,000	0	4,700,000	4,700,000	0.0%
Stabilization Fund	0	0	0	0	0	0	0.0%
Available Funds	165,800	130,000	130,000	268,500	170,000	(98,500)	-36.7%
	1,121,600	1,087,400	1,087,400	1,153,757	1,897,700	743,943	64.5%

## **MAJOR COMPONENTS:**

See detail on subsequent pages.

NOTE: The Joint Capital Planning Committee will be reviewing new and/or revised capital requests from departments and updating its recommendations for FY 07 and subsequent years prior to the Annual Town Meeting.

## **DEPARTMENTAL EQUIPMENT**

**MISSION STATEMENT:** To manage an equipment purchase and replacement program that facilitates the safe, timely delivery of Town services.

#### **CONTINUING OBJECTIVES**

To monitor vehicle maintenance costs and safety records to assist with replacement evaluation.

To develop and modify vehicle and equipment replacement schedules so that the continuity of adequate, expected services is assured.

To continuously evaluate alternative replacement financing alternatives.

To review and evaluate new technologies that support staff providing services through operating budgets.

To purchase new, additional equipment when operational efficiencies or safety considerations require such purchases.

To continuously refine and improve the capital planning process

#### LONG RANGE OBJECTIVES

To annually evaluate and modify the currently operative five-year plan.

To improve recording of maintenance data to facilitate decision making about equipment and vehicle replacements.

#### FY 07 OBJECTIVES AND SIGNIFICANT PROGRAM CHANGES:

To replace existing equipment essential to the delivery of services at current levels.

SERVICE LEVELS:	FY 01 <u>Actual</u>	FY 02 <u>Actual</u>	FY 03 <u>Actual</u>	FY 04 <u>Actual</u>	FY 05 <u>Actual</u>
General Government	4	2	3	3	1
Police	5	5	7	1	1
Fire	6	2	1	4	2
Emergency Medical Services	3	1	1	2	0
Communications	0	0	0	0	0
Highways and Streets	3	2	5	2	4
Conservation	0	1	2	0	0
Parks	0	0	2	1	1
Council on Aging	0	0	0	1	0
Schools	0	3	6	7	4
Libraries	1	1	3	1	3

## **DEPARTMENTAL EQUIPMENT**

	FY 04	FY 05	FY 05	FY 06	FY 07	Change	Percent
	Actual	Budget	Actual	Budget	Recommended	FY 06 - 07	Change
General Government	150,500	131,000	131,000	220,000	329,700	109,700	49.9%
Public Safety	519,800	251,000	251,000	215,757	560,000	344,243	159.6%
Public Works	180,000	209,000	209,000	180,000	250,000	70,000	38.9%
Planning/Conservation/	•	,	•	,	,	,	
Inspections	0	0	0	0		0	0.0%
Community Services	5,000	0	0	0		0	0.0%
Schools	286,000	278,400	278,400	241,400	296,000	54,600	22.6%
Library	9,500	75,000	75,000	25,000	23,000	(2,000)	-8.0%
TOTAL APPROPRIATION	1,150,800	944,400	944,400	882,157	1,458,700	576,543	65.4%
SOURCES OF FUNDS							
Grants	173,000	0	0	125,000	95,000	(30,000)	-24.0%
Stabilization	0	0	0	0	0	0	0.0%
Other Available Funds	165,800	130,000	130,000	91,000	170,000	79,000	86.8%
Borrowing Authorization	0	0	0	0	0	0	0.0%
Taxation	812,000	814,400	814,400	666,157	1,193,700	527,543	79.2%

MAJOR COMPONENTS:		
GENERAL GOVERNMENT	Computers & Office Equipment	\$184,700
	Electronic Voting Machines	80,000
	Document Repository System	35,000
	Postage Machine	30,000
PUBLIC SAFETY	Cruisers	120,000
	Communications System	200,000
	Ambulance	170,000
	Fire Vehicle	35,000
	Pumper Rehab	20,000
	Protective Gear	15,000
PUBLIC WORKS	Dump/Sander Truck	95,000
	One Ton Dump Truck with Plow	78,000
	Pickup Truck	45,000
	Two Ton Roller	20,000
	Riding mower	12,000
SCHOOLS	Buses	63,000
	Pickup Truck	40,000
	Computers & Office Equipment	193,000
LIBRARIES	Computers	23,000

### **BUILDINGS**

**MISSION STATEMENT:** To manage an effective building construction, improvement and maintenance program which ensures the safe and efficient delivery of services and protects the investment the Town has made in physical assets.

#### **CONTINUING OBJECTIVES**

To maintain buildings in a timely manner to ensure the health and safety of building users.

To continuously evaluate adequacy and effectiveness of building systems and to replace and repair those systems when necessary.

To continuously evaluate alternative replacement financing alternatives.

To continuously refine and improve the capital planning process for new construction, building expansions, improvements and repairs.

## **LONG RANGE OBJECTIVES**

To annually evaluate and modify the currently operative five-year plan.

To improve recording of maintenance data to facilitate decision making about buildings.

To continue to modify buildings to bring them in compliance with the requirements of the Americans With Disabilities Act.

To continue to evaluate the need for a new Teen Center.

To evaluate the need for and develop a plan for a new fire station in the southern part of the Town.

To refine improvement plans and cost estimates for the Fort River and Wildwood elementary schools.

#### FY 07 OBJECTIVES AND SIGNIFICANT PROGRAM CHANGES:

To continue to invest in an effective building construction, improvement and maintenance program.

SERVICE LEVELS:	FY 01 <u>Actual</u>	FY 02 <u>Actual</u>	FY 03 <u>Actual</u>	FY 04 <u>Actual</u>	FY 05 <u>Actual</u>
General Government	0	3	0	4	4
Police	1	1	1	1	1
Fire	2	2	0	0	0
Public Works Facilities	1	1	0	1	1
Conservation	0	0	0	0	0
Planning	0	0	0	0	2
Parks	0	0	0	0	0
Schools	1	2	1	3	3
Libraries	1	0	2	2	2

## **BUILDINGS**

	FY 04	FY 05	FY 05	FY 06	FY 07	Change	Percent
	Actual	Budget	Actual	Budget	Recommended	FY 06 - 07	Change
General Government	68,500	32,500	32,500	25,000	231,500	206,500	826.0%
Public Safety	35,000	30,000	30,000	206,600	4,885,000	4,678,400	2264.5%
Public Works	5,000	5,000	5,000	30,000	5,000	(25,000)	-83.3%
Planning/Conservation/ Inspections	0	0	0	·	15,000	0	0.0%
Community Services	0	0	0	0	0	0	0.0%
Schools	95,000	126,000	126,000	130,000	85,000	(45,000)	-34.6%
Libraries	16,100	49,500	49,500	10,000	46,500	36,500	365.0%
TOTAL APPROPRIATION	219,600	243,000	243,000	401,600	5,268,000	4,866,400	1211.8%
SOURCES OF FUNDS							
Grants	0	0	0	0	0	0	0.0%
Borrowing Authorization	0	0	0	0	4,700,000	4,700,000	-
Stabilization	0	0	0	0	0	0	0.0%
Taxation	219,600	243,000	243,000	281,600	568,000	286,400	101.7%
Other Available Funds	0	0	0	120,000	0	(120,000)	-100.0%

MAJOR COMPONENTS:			
GENERAL GOVERNMENT	Roof Replacement at Bangs Community Center Interior Maintenance at North Amherst School Exterior Maintenance at Child Care Facility Exterior Maintenance at Munson Library	200,000 19,000 7,500 5,000	
PUBLIC SAFETY	Design/Construction New Fire Facility North Station Repairs HVAC at Police Facility Electrical Work at Police Facility	4,700,000 20,000 150,000 15,000	
PUBLIC WORKS	Building improvements	5,000	
CONSERVATION	Roof Repair at Hitchcock Center	15,000	
SCHOOLS	Asbestos removal Fort River Renovations	10,000 75,000	
LIBRARIES	Roof repairs HVAC Improvements	21,500 25,000	

## **FACILITIES**

**MISSION STATEMENT:** To manage an effective facility construction, improvement and maintenance program which ensures the safe and efficient delivery of services.

#### **CONTINUING OBJECTIVES:**

To continuously evaluate the need for new or expanded facilities to meet community needs.

To continue to manage the road and intersection improvement program using state and federal resources whenever possible. To make necessary repairs and improvements to parks and recreation facilities.

### LONG RANGE OBJECTIVES:

To continue to modify facilities to bring them in compliance with the requirements of the Americans With Disabilities Act.

To continue the  $\ensuremath{\mathsf{APR}}$  / Open Space Acquisition program.

To develop a sidewalk expansion program.

#### **FY 07 OBJECTIVES:**

To continue to work with the Community Preservation Act Committee to develop a long-range program for allocation of Community Preservation Act funds.

To continue a roadway maintenance and improvement program.

SERVICE LEVELS:	FY 01 <u>Actual</u>	FY 02 <u>Actual</u>	FY 03 <u>Actual</u>	FY 04 <u>Actual</u>	FY 05 <u>Actual</u>
Primary Road Resurfacing (miles)	.5	0	5.6	7.9	3.4
Other road, intersection projects	1	1	0	1	0
Curbing Replacement (linear feet)	0	200	0	1,892	2,105
Sidewalk Maintenance (linear feet)	4,165	2,000	0	N/A	1,952
Conservation Area Improvements					
(# of projects)	1	1	1	N/A	5
Parks, Commons and Recreation Area					
Renovations (# of sites)	2	1	3	0	0
Farm Land Development Rights (# of acres)	0	0	0	N/A	41.5
Land acquisition (# of acres)	75.15	0	0	N/A	0
Cemetery improvement projects	0	0	0	N/A	0

## **FACILITIES**

	FY 04	FY 05	FY 05	FY 06	FY 07	Change	Percent
	Actual	Budget	Actual	Budget	Recommended	FY 06 - 07	Change
General Government	0	0	0	202,000	85,000	(117,000)	-57.9%
	0	0	0	202,000	05,000	(117,000)	0.0%
Public Safety	405.000	140.000	440.000	450.000	400.000	00.000	
Public Works	465,000	410,000	410,000	450,000	486,000	36,000	8.0%
Planning/Conservation/ Inspections	25,000	620,000	620,000	0	15,000	15,000	
Community Services	0	0	0	61,500	0	(61,500)	-100.0%
Schools	0	0	0	0	0	0	0.0%
Libraries	0	0	0	0	0	0	0.0%
TOTAL APPROPRIATION	490,000	1,030,000	1,030,000	713,500	586,000	(127,500)	-17.9%
SOURCES OF FUNDS							
Grants	400,000	400,000	400,000	450,000	450,000	0	0.0%
Borrowing Authorization	0	600,000	600,000	0	0	0	0.0%
Stabilization	0	0	0	0	0	0	0.0%
Taxation	90,000	30,000	30,000	206,000	136,000	(70,000)	-34.0%
Other Available Funds	0	0	0	57,500	0	57,500	100.0%

MAJOR COMPONENTS:		
PUBLIC WORKS	Road Resurfacing Sidewalks Streetlights	\$450,000 30,000 6,000
CONSERVATION	Paving Parking Lots	15,000
PLANNING	Master Plan	85,000

## **COMMUNITY PRESERVATION ACT**

**MISSION STATEMENT:** To manage the Community Preservation Act Program in accordance with the guidelines established by Community Preservation Act legislation.

#### **CONTINUING OBJECTIVES:**

To ensure that Community Preservation funds are allocated to Open Space, Historic Preservation, Affordable Housing and Recreation in accordance with guidelines contained in the Act.

To continuously evaluate requests for funding for projects and activities that fulfill Act requirements.

To work with the Joint Capital Planning Committee to coordinate Community Preservation Act spending with the Town's fiveyear Capital Plan.

To develop and modify policies and long-range plans for use of Community Preservation Act funding.

#### LONG RANGE OBJECTIVES:

To develop a long term spending plan for use of Community Preservation Act funds.

To improve and institutionalize the evaluation process.

#### **FY 07 OBJECTIVES:**

To allocate at least 10% of available funding to open space, historic preservation and affordable housing.

To review and evaluate requests for funding.

To develop a policy to maintain an adequate CPA fund reserve.

SERVICE LEVELS:	FY 01 <u>Actual</u>	FY 02 <u>Actual</u>	FY 03 <u>Actual</u>	FY 04 <u>Actual</u>	FY 05 <u>Actual</u>
Open Space Projects Agricultural Restrictions Open Space Acquisitions			1	1 0	0 3
Affordable Housing Historic Preservation Recreation			2 1 1	1 2 1	5 2 1

### **COMMUNITY PRESERVATION ACT**

		FY 04	FY 05	FY 05	FY 06	FY 07	Change	Percent
		Actual	Budget	Actual	Budget	Recommended	FY 06 - 07	Change
Open Space	\$	93,000	234,000	234,000	120,800	155,000	(34,200)	-22.1%
Historic Preservation	\$	37,577	41,488	41,488	292,500	135,000	157,500	116.7%
Affordable Housing	\$	130,000	183,550	183,550	155,000	0	155,000	
Recreation	\$	0	15,000	15,000	96,332	44,999	51,333	114.1%
Administration	\$_	0	2,000	2,000	0	0	0	0.0%
TOTAL APPROPRIATION	\$_	260,577	476,038	476,038	664,632	334,999	329,633	98.4%
SOURCES OF FUNDS								
CPA Tax Surcharge	\$	154,693	188,909	188,909	180,000	180,000	0	0.0%
State Trust Fund	\$	144,081	154,264	154,264	183,797	183,797	0	0.0%
Borrow ing	\$	0	0	0	0	0	0	0.0%

#### **MAJOR COMPONENTS:**

OPEN SPACETown Common Improvements\$ 5,000APR TBD100,000

APR TBD 100,000 Open Space 50,000

HISTORIC PRESERVATION West Cemetery Improvements 125,000

National Register Districts 10,000

RECREATION Plum Brook Athletic Fields – Debt Service 44,999

NOTE: The Community Preservation Act Committee will update its recommendations for FY 07 prior to the Annual Town Meeting.

#### PROGRAM DESCRIPTION:

In 2001, Amherst voters accepted the provisions of Chapter 44B of Massachusetts General Laws, the Community Preservation Act. This legislation allows for the assessment of a surcharge on property taxes, the revenue from which can only be used for conservation, affordable housing, historical preservation and recreation. While the legislation allows a surcharge of up to 3%, voters in Amherst approved a 1% surcharge. By accepting the Act, the Town is eligible, each year, for matching funds of up to 100% from a state trust fund established for the purposes specified in the Act.

One of the requirements of the Act is that at least 10% of each year's funding from all sources (surcharge, state match and interest earned on investments) must be spent or set aside for conservation, affordable housing and historic preservation. There is not a 10% requirement for recreation. If those funds are not spent in a year they are transferred to a Designated Fund Balance for that purpose.